


CREATING A PORTAPORTAL ACCOUNT

To aid in Webquest researching exercises, I suggest that you start by creating a PortaPortal page. PortaPortal is a website that allows you to archive other websites. It is very useful when students are doing online research. It guides their searching process and saves a lot of time. If you want to get an idea of what a finished PortaPortal page looks like you can visit mine: <http://guest.portaportal.com/jleveine>.

To set a PortaPortal page up go to the following site: <http://www.portaportal.com>. On this page you will have to establish a sign-in/login account. I recommend that you do not personalize your login name, as it will be part of the web address that your students will use to access the site. Find as many credible, kid-friendly sites that are relevant to the subject area or topics, and add them to specific categories on your PortaPortal page. You can always reference mine to get a clearer idea of what it looks like. You are free to copy some of the links from my page and add them to yours as well.

One thing to make a note of is that you have to add categories. Click on

the category icon  and type in the categories that you want. If you choose to use mine as reference, notice that my categories are: **Evaluation & Plagiarism Sites, Webquest Samples, Searching on the Internet**, etc. If you wish to delete a category click on the **Delete A**

Category icon .



The edit symbol allows you to edit the Title or URL address of a web site.



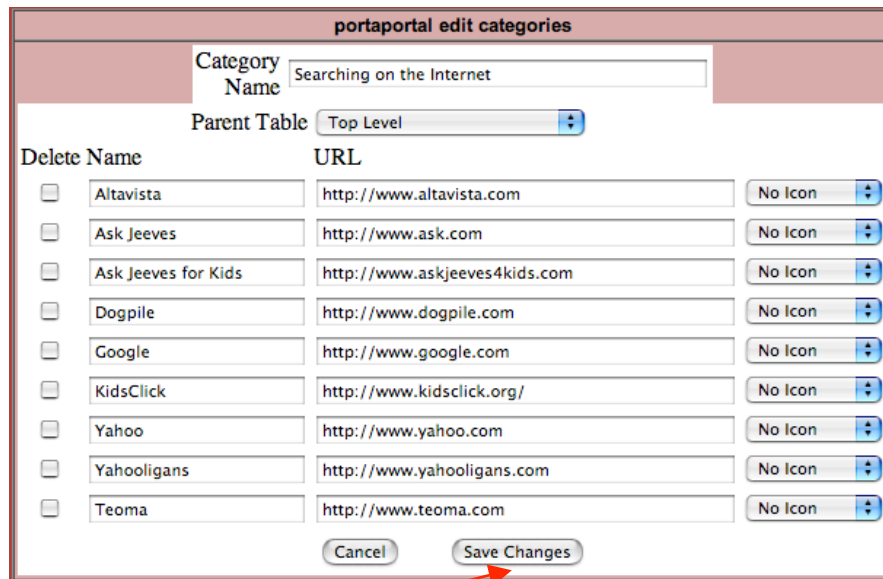
The add symbol allows you to add more URL addresses under

that specific category.



The add folder icon, allows you to add subfolders within the chosen category.

A sample category with Titles and URL addresses should look like the following:

A screenshot of a web application window titled 'portaportal edit categories'. The window has a header bar with the title. Below the header, there is a 'Category Name' field containing 'Searching on the Internet'. Below that is a 'Parent Table' dropdown menu set to 'Top Level'. The main area contains a table with two columns: 'Delete Name' and 'URL'. The table lists several search engines with checkboxes in the 'Delete' column. To the right of each URL is a 'No Icon' button with a dropdown arrow. At the bottom of the window are 'Cancel' and 'Save Changes' buttons. A red arrow points from the 'Save Changes' button to the text below.

Delete	Name	URL	Icon
<input type="checkbox"/>	Altavista	http://www.altavista.com	No Icon
<input type="checkbox"/>	Ask Jeeves	http://www.ask.com	No Icon
<input type="checkbox"/>	Ask Jeeves for Kids	http://www.askjeeves4kids.com	No Icon
<input type="checkbox"/>	Dogpile	http://www.dogpile.com	No Icon
<input type="checkbox"/>	Google	http://www.google.com	No Icon
<input type="checkbox"/>	KidsClick	http://www.kidsclick.org/	No Icon
<input type="checkbox"/>	Yahoo	http://www.yahoo.com	No Icon
<input type="checkbox"/>	Yahooligans	http://www.yahooligans.com	No Icon
<input type="checkbox"/>	Teoma	http://www.teoma.com	No Icon

Click on **Save Changes** to update any changes that were made to your page.

Another thing to make a note of is that you can change your options of what you want your page to look like using the preferences button within



the PortaPortal page. In the preferences, I suggest that you allow guest access next to the access rights preference and check off the box that says: Open Links in a new window. Refer to my preference page on the next page to get an idea:

User Name : jleveine

Color: Red

Tables per column: 4

First Name: Jacquii

Last Name: Leveine

Email Address: jleveine@nycboe.net

[Click here to change your user name](#)

[Click here to change your password](#)

☒ Open Links in a new window

Access Rights: Allow Guest Access

Editing: Reordering Mode is Off

Format: Standard

Guest Window Title: Technology Info Central

Guest Greeting: Welcome to The Teachers

☐ Printer Friendly

Cancel Change User Preferences

Enter in your own Guest Window Title and Guest Greeting. You have to click on the button on the bottom that says "Change User Preferences" to update your page.

Once you have finished populating and updating your PortaPortal page, and user access is allowed, students will access your PortaPortal page by typing in this sample URL: <http://guest.portaportal.com/yourloginname>. My login name is jleveine. This is why my address ends in jleveine.